



PROGRAM SPONSOR ALERT

Date: March 23, 2012

Number: 12-04

Subject: Postponement of Initial Program Review and Initial Institutional Approval Activities

Summary

Due to unexpected and severe fiscal constraints, the Commission will be unable to accept any additional Initial Program Proposals or Initial Institutional Approval documents for the remainder of the 2011-12 fiscal year. Program proposals that were scheduled to be submitted between March 26, 2012 and June 30, 2012 will be reviewed in 2012-13.

Background

According to the *Accreditation Framework*, (Section 1-B-1), the Commission on Teacher Credentialing (CTC) is responsible for determining the eligibility of an institution that applies for initial accreditation and that has not previously prepared educators for state certification in California. Additionally, according to the *Accreditation Framework*, Section 2-A-2), the Committee on Accreditation (COA) is responsible for granting initial accreditation to new programs of educator preparation.

The process for determining both Initial Institutional Approval and Initial Program Approval requires a peer review of documents submitted by institutions. These reviews have been held on a monthly basis. Experienced readers who volunteer to review the submitted documents convene at the CTC office for a one-day session where they spend dedicated time reading the documents to determine if the program proposal from the prospective program sponsor is aligned with the Commission adopted educator preparation standards. The Commission pays for reviewers travel costs related to Initial Program Review (IPR).

Once an institution is found to have demonstrated alignment with all required standards, approval is granted by either the Commission (for Initial Institutional Approval) or the COA (for

Initial Program Review). Each review and approval process can take between six to twelve months.

Postponement of Initial Program and Institutional Review

Due to the unexpected, severe fiscal constraints the Commission is not able to fund bringing reviewers to Sacramento to read program proposals for the remainder of the 2011-12 year. Any proposals that are received after March 26, 2012 will be held until the IPR readings begin again during the 2012-13 year.

Every effort will be made to finish the review of all program proposals that are currently in the review process or arrive at the Commission on March 26 or before. Because these reviews will be conducted remotely rather than with dedicated review days, program sponsors and prospective program sponsors with proposals should expect delays in receiving feedback from reviewers.

If your institution has a program proposal in for review, please offer to serve as a remote reader to complete the reviews of the documents that have been submitted already. To volunteer to serve as a reader, please email IPR@ctc.ca.gov.

References

Submitting a Proposal for an Educator Preparation Program in California:
<http://www.ctc.ca.gov/educator-prep/new-program-submission.html>

Accreditation Handbook, *Chapter Three - Institutional and Program Approval*:
<http://www.ctc.ca.gov/educator-prep/accred-handbook.html>

Accreditation Framework - Educator Preparation in California:
http://www.ctc.ca.gov/educator-prep/PDF/accreditation_framework.pdf

Contact Information

Questions relating to the IPR postponement can be emailed to IPR@ctc.ca.gov